

System & Application Software Guide

Fundamental Software Concepts

Q.1 What is software?

Software is a collection of programs and data that instructs a computer how to do specific

tasks. Software often comes with accompanying documentation.

Q.2 What are the types of software?

Software can be classified into the following types:

- System software
- Application software

System Software

Q.3 Describe System software.

The software used to control, monitor, or facilitate the use of the computer is called system software.

Types of system software

Following are the types of system software:

- Operating system
- Device drivers
- Utility programs
- Language processors

Q.5 Define Operating System (OS).

An operating system is a set of programs running on a computer system and providing an environment in which other programs can be executed and the computer system can be used efficiently. **Examples:** MS Windows, DOS, UNIX, etc.

Q.6 Discuss the functions of Operating System (OS).

The following tasks are performed by the operating system:

- Manages hardware resources.
- It controls the operation of input/output and storage devices.
- It detects hardware failures and displays messages to fix them.
- Loads and executes programs.

Q.7 Describe the basic functions of Device Drivers.

A device driver is system software that controls the operation of a computer device. When users attach a device such as a printer or scanner to their computer, they should install its driver to

make it operational. Device drivers are provided by device manufacturers.

Q.8 Why is system software essential?

System software is essential for the operation of a computer system, acting as an intermediary between the hardware and the user applications. It ensures that the hardware components of a computer work together efficiently and provides a stable environment for application software to run.

Q.9 What are the most commonly used Operating Systems?

Some of the most commonly used operating systems are:

→ Windows

- macOS
- Linux
- Android
- iOS

Q.10 What do you know about Linux?

An open-source OS that is used for everything from servers to desktop computers. It can look different depending on the distribution (version) you use.

Application Software

Q.4 What is application software?

Application software is a program created to perform a specific task for a user. Application software is developed for computer users to solve their problems such as preparing a letter, creating a presentation, or managing a database.

Types of application software

- | | |
|---------------------------|-----------------------|
| → Productivity software. | → Business software. |
| → Entertainment software. | → Education software. |

Q.11 How does the OS help in running applications?

The operating system is responsible for running applications on a computer. It loads applications into memory, allocates the necessary resources, and manages their execution. The OS also

ensures that applications do not interfere with each other and that they run efficiently.

Q.12 Why is Antivirus software used?

Antivirus software scans files and incoming data for known viruses and malware signatures. It also provides real-time protection to prevent virus attacks.

Q.13 What do you know about file compression?

File compression tools compress one or multiple files into a single archive format (e.g., ZIP, RAR) while preserving data integrity. They also provide options for encryption and password protection.

Q.14 Give some examples of word processing software.

Examples of Word Processing Software:

- Microsoft Word
- Google Docs
- Apple Pages
- LibreOffice Writer

Q.15 Explain the purpose of using spreadsheet software.

Spreadsheet software is a type of application software used for organizing, analyzing, and storing data in tabular form. Spreadsheets consist of a grid of cells arranged in rows and columns.

Q.16 Give some examples of spreadsheet software.

Examples of Spreadsheet Software:

- Microsoft Excel
- Google Sheets
- Apple Numbers
- LibreOffice Calc

Q.17 What do you know about Apple Numbers?

Available on macOS and iOS, Apple Numbers provides a user-friendly interface with strong visualization tools for creating visually appealing spreadsheets. It includes templates and easy integration with other Apple products.

Q.18 Why do we use graphic designing software?

Graphic design software is a type of application software used for creating, editing, and managing visual content. These programs provide tools for drawing, painting, photo editing, and creating illustrations, making them essential for designers, artists, and anyone involved in visual media.

Q.19 Describe the role of Canva.

A web-based graphic design tool accessible on any operating system with internet access. Canva provides an easy-to-use interface with a wide range of templates and design elements, making it perfect for beginners and professionals alike.

Q.20 What is the purpose of Adobe Photoshop?

Available on Windows and macOS, Adobe Photoshop is one of the most popular graphic design programs. It offers powerful tools for photo editing, digital painting, and graphic design.